

ARIZONA DEPARTMENT OF EDUCATION

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Superintendent of
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STATE OF ARIZONA

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SCHOOL FINANCE MEMORANDUM 99-011

TO: School District Superintendents, Principals, and Head Teachers
FROM: Rita Sauv, Director of Finance Policy
DATE: September 21, 1998
SUBJECT: 200 Day Calendar (Laws 1998, Chapter 167)

Laws 1998, Chapter 167 amended Arizona Revised Statutes to allow districts operating on a calendar of at least 200 days of instruction the option of increasing the base level by 3%. Although the schools in your district may or may not have a 200 day calendar, the purpose of this letter is to provide you with information should you wish to consider increasing the number of instructional days in your school(s) calendar.

The increase of 3% in the base level is applicable only if you have a school calendar equal to or greater than 200 days of instruction. In order to increase your budget by 3% you will need to submit, to our office, a revised school calendar reflecting at least 200 days of instruction and a revised budget reflecting the 3% increase to the base level amount by December 31, 1998.

The first year the district provides 200 days of instruction the budget will be calculated on the prior year's 100th day ADM with the adjustment for growth based on the 200th day ADM. If the 200th day falls after May 15 of the current year the district may estimate the 200th day ADM for purposes of growth and the calculation of the following years RCL. Adjustments to the estimated 200th day ADM will be made in the following fiscal year as needed. This adjustment will affect both years' budget limits.

Districts that continue to offer 200 or more days of instruction in subsequent years will be funded based on the prior year 200th day ADM (estimated, if needed) and with a base level increased by 3%. The 200th day ADM from the first year will be carried forward to the second fiscal year regardless of whether the district continues to offer 200 days of instruction or not. However, the district will only receive the 3% increase in the second or subsequent year if they continue to offer the 200 days of instruction.

Finally, Laws 1998, Chapter 167, Section 9 requires that the 200th day of instruction occur before June 30.

Please feel free to call me at (602) 542-3132 or Lyle Freisen at (602) 542-4351 or Kristen Jordison at (602) 542-8249 if we can provide you with additional information or assistance.

September 21, 1998